Student Activities
Heights

31 March 1964

MEMORANDUM TO: Dean Dale W. Houk

Dean Knedler has assigned Room B 3 in MacCracken Hall, which is adjacent to the present studios of WNYU, to that organization for expansion. The space will become available at the end of the academic year.

To serve the purposes of the station adequately the temporary partitions, shown on the accompanying sketch in blue, should be removed and other partitions, shown in red, installed. These partitions should be constructed of gypsum block or should be of double wood construction insulated. Windows, marked (a) on the sketch, should be of double construction.

The management of the station has talked with Mr. Ahlgren of the Heights Office of the Purchasing Division and he has begun action to get informal estimates of the construction cost. Mr. Ahlgren's office informs me that this is a routine matter and involves no commitment whatever.

There are dual problems here. First, Plant Department approval of the alteration must be obtained. Second, funds must be found to pay for the work.

May I have your recommendations as to how I should proceed?

P/lcs
encl.

Philip Price
Director

cc to: Dean Knedler
Mr. Hollander ✓

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